

BOARD OF SUPERVISORS

Brown County

305 E. WALNUT STREET

E-Mail

P. O. BOX 23600

GREEN BAY, WISCONSIN 54305-3600



BrownCountyCountyBoard@co.brown.wi.us

PHONE (920) 448-4015 FAX (920) 448-6221

"PUBLIC NOTICE OF MEETING"

Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public that the following meetings will be held

**THE WEEK OF
April 27 – May 1, 2015**

MONDAY, APRIL 27, 2015

- | | | |
|----------|--|--|
| *5:30 pm | Land Conservation Subcommittee | Howard Public Works Department
2198 Glendale Avenue |
| *5:45 pm | Planning, Development & Transportation Committee | Howard Public Works Department
2198 Glendale Avenue |

TUESDAY, APRIL 28, 2015

- | | | |
|----------|--|---|
| *5:00 pm | Board of Health – <i>Special Meeting</i> | 2 nd Floor Conf. Rm., Health Dept.
610 S. Broadway Street |
|----------|--|---|

WEDNESDAY, APRIL 29, 2015

(No Meetings)

THURSDAY, APRIL 30, 2015

- | | | |
|----------|---------------------------|---|
| *9:00 am | Traffic Safety Commission | Brown County Sheriff's Office
2684 Development Drive |
|----------|---------------------------|---|

FRIDAY, MAY 1, 2015

(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

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LAND CONSERVATION SUBCOMMITTEE

Norbert Dantine, Jr., Chair
Dave Kaster, Vice Chair
Bernie Erickson, Dave Landwehr,
Tom Sieber, Dan De Grave

LAND CONSERVATION SUBCOMMITTEE

Monday, April 27, 2015

5:30 p.m. (PD&T to Follow)

**Howard Public Works Department
2198 Glendale Avenue - Howard**

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON
ANY ITEMS LISTED ON THE AGENDA**

****NOTE TIME AND LOCATION****

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of March 23, 2015.

Comments from the Public

Communications Referred from April County Board

1. Communication from Supervisor Robinson re: As part of the Class & Comp referral have each committee hold a discussion on the philosophy of how this comp plan would be implemented; *referred from April County Board.*
- 1a. Resolution re: Brown County Classification Salary Range; *referred from April County Board.*
2. Communication from Supervisor Zima re: Request that Human Resources Department provide each standing committee statistical information as to what the county employee turnover rate is by department and the corresponding reason for turnover; *referred from April County Board.*

Other

3. Budget Status Financial Report, March, 2015.
4. Departmental Openings Summary, April, 2015.
5. Director's Report.
6. Such Other Matters as Authorized by Law.
7. Adjourn.

Norb Dantine, Jr., Chair

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

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PLAN, DEV. & TRANS. COMMITTEE

Bernie Erickson, Chair
Dave Kaster, Vice Chair
Dave Landwehr, Norbert Dantine, Tom Sieber

PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE

Monday, April 27, 2015

Approx. 5:45 p.m. (or to follow Land Con)
Annual Town Advisory Meeting to Follow PD&T
Howard Public Works Department
2198 Glendale Avenue - Howard

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON
ANY ITEMS LISTED ON THE AGENDA

****NOTE TIME AND LOCATION****

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of March 23, 2015.

1. Review minutes of: None.

Comments from the Public

Communications

2. Communication from Supervisor Robinson re: As part of the Class & Comp referral have each committee hold a discussion on the philosophy of how this comp plan would be implemented; *referred from April County Board.*
- 2a. Resolution re: Brown County Classification Salary Range; *referred from April County Board.*
3. Communication from Supervisor Zima re: Request that Human Services Department provide each standing committee statistical information as to what the county employee turnover rate is by department and the corresponding reason for turnover; *referred from April County Board.*

UW-Extension

4. Budget Status Financial Report, February and March, 2015.
5. Departmental Opening Summary.
6. Budget Adjustment Request (15-28): Any increase in expenses with an offsetting increase in revenue.
7. Budget Adjustment Request (15-29): Any increase in expenses with an offsetting increase in revenue.
8. Resolution re: Change in Table of Organization for U.W. Extension Workforce Development Agriculture Student Intern.

9. Resolution re: Change in Table of Organization for U.W. Extension Community Garden Coordinator.
10. Director's Report.

Planning and Land Services

Land Information – No agenda items.

Planning Commission

11. Budget Status Financial Report, January and February, 2015.
12. Update re: Northeastern Wisconsin Region Community Development Block Grant (CDBG) – Housing Program.
13. Update re: Development of the Brown County Farm property – *standing item*.

Property Listing

14. Budget Status Financial Report, January and February, 2015.

Zoning

15. Budget Status Financial Report, January and February, 2015.

Port & Resource Recovery

16. Port Budget Status Financial Report, March, 2015.
17. Resource Recovery Budget Status Financial Report, March, 2015.
18. Director's Report.

Register of Deeds

19. Budget Status Financial Report, December, 2014 (unaudited), February and March, 2015.
20. Departmental Openings Summary.
21. Annual Report.

Airport

22. Budget Status Financial Report, March, 2015.
23. Departmental Openings Summary.
24. Director's Report.

Public Works

25. Summary of Operations.
26. Director's Report.

Other

27. Audit of bills.
28. Such other matters as authorized by law.
29. Adjourn.

Bernie Erickson, Chair

Attachments

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

**BROWN COUNTY BOARD OF HEALTH SPECIAL MEETING
TUESDAY, April 28, 2015
5:00 PM**

Brown County Health Department
610 South Broadway Street
Second Floor Conference Room
Green Bay, WI 54303

AGENDA

1. Call to Order, Welcome, and Introductions
2. Open Session: Discussion regarding the Shirley Wind Turbines.
3. Closed Session: Notice is hereby given that the governmental body will adjourn into a closed session for discussion with legal counsel, possible action and the strategy to adopt regarding the Shirley Wind Turbines. Closed session is authorized pursuant to Wis. Stat § 19.85 (1)(g), for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is likely to become involved.
4. Reconvene into Open Session: Discussion and possible action regarding the Shirley Wind Turbines.
5. Adjournment / Next Meeting Schedule

Board of Health Members, please RSVP attendance to Patti Smeester at 448-6405 no later than 4:30 PM Friday, April 24, 2015. Thank-you!

Notice is hereby given that action by this board may be taken on any of the items which are described or listed in this agenda.

SHERIFF'S OFFICE

Brown County

2684 DEVELOPMENT DRIVE
GREEN BAY, WISCONSIN 54311
PHONE (920) 448-4200 FAX (920) 448-6370



JOHN R. GOSSAGE
SHERIFF

PUBLIC NOTICE OF MEETING

Pursuant to Section 19.84 of the Wisconsin Statutes, notice is hereby given to the public that a regular meeting of the Brown County Traffic Safety Commission will be held on April 30th, 2015 at 9:00 a.m. at the Brown County Sheriff's Office, 2684 Development Dr., Green Bay, WI 54311.

Agencies reporting traffic fatalities for the first quarter of 2015 please forward incident information in advance to Dan Sandberg at:
Sandberg_DO@co.brown.wi.us. Thank you.


A G E N D A

1. Call to Order
2. Approve Minutes
3. US 41 Construction Update
4. STH 29 Construction Update
5. Multi-Jurisdictional OWI Task Force Update
6. BOTS Update
7. First Quarter Traffic Fatalities
8. Citizen Appearances
9. Other Business as Allowed by Law

Dan Sandberg, #210 BRSO
Brown County Traffic Safety Commission

APRIL 2015



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 Public Safety 11:00 am	2 Ed & Rec 5:30 pm	3	4
5  EASTER	6 Executive Cmte 5:30 pm	7	8	9	10	11
12	13	14	15 Special Admin 6:00 pm Board of Supervisors 7:00 pm	16	17	18
19	20	21 Veterans Recognition Subcmte 5:00 pm	22 Human Services 5:30 pm	23 Admin Cmte 5:30 pm	24	25
26	27 Land Con 5:30 pm PD&T 5:45 pm @ Public Works Dept	28	29	30		

MAY 2015



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4	5	6 Public Safety 11:00 am	7 Ed and Rec 5:30 pm @ Resch Centre	8 CJCB 8:00 am	9
10  Mothers Day	11 Executive Cmte 5:30 p.m.	12	13	14	15	16
17	18	19 Veterans Recognition Subcmte 5:00 pm	20 Board of Supervisors 7:00 pm	21	22	23
24 31	25 Memorial Day <i>County Board Office Closed</i> 	26	27 Human Services 5:30 pm	28 Admin Cmte 5:30 pm	29	30

BROWN COUNTY COMMITTEE MINUTES

- Aging & Disability Resource Center Board Meeting (March 26, 2015)
- Public Safety Communications Advisory Board (July 23, 2014)

To obtain a copy of Committee minutes:

http://www.co.brown.wi.us/minutes_and_agendas/

OR

Contact the Brown County Board Office or the County Clerk's Department

**PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN
COUNTY BOARD MEETING**

March 26, 2015

PRESENT: Marvin Rucker, Jessica Nell, Ramon Fierros, Lori Rasmussen, Pat Hickey, Pat Finder-Stone, Larry Epstein, Beth Relich, Barbara Robinson, Lisa Van Donsel, Corrie Campbell.

EXCUSED: Joan Swigert.

ALSO PRESENT: Devon Christianson, Debra Bowers, Christel Giesen, Guadalupe Mercado, Laurie Ropson, Casey Beilke, Tara Palmbach, Shelly Staehler, Angela VanAsten, Diana Brown, Michelle McCauley, Diana Brown.

The meeting was called to order by Chairperson Rucker at 8:35 a.m.

PLEDGE OF ALLEGIANCE.

INTRODUCTIONS.

ADOPTION OF THE AGENDA: Ms. Van Donsel, Ms. Robinson moved to adopt the agenda. **MOTION CARRIED.**

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF February 26, 2015:

Ms. Hickey requested to add her name to those present on the February 26, 2015 meeting.

Mr. Epstein/ Ms. Relich moved to approve the minutes of the regular meeting of February 26, 2015.

MOTION CARRIED.

COMMENTS FROM THE PUBLIC: Ms. Rasmussen announced that she will post educational information on her social media regarding the proposed budget changes.

Supervisor Campbell thanked everyone that has taken time and effort to be at the recent legislative forums.

Mr. Rucker congratulated and recognized Board member Nell on the wonderful advocacy interviews she has done and for being on the cover of the Press Gazette.

FINANCE REPORT:

A. REVIEW AND APPROVAL OF FINANCE REPORT:

Ms. Bowers thanked everyone for being wonderful advocates for the ADRC. Ms. Bowers referred to the 2015 Financial Highlights and ADRC Summary Report to demonstrate the expenses and revenues for the month of February.

Ms. Relich/ Ms. Hickey moved to approve the Finance Report-Preliminary Year End Report. **MOTION CARRIED.**

B. REVIEW AND APPROVAL OF RESTRICTED DONATIONS- 2015:

The ADRC did not receive any restricted donations for the month of February.

C. FINAL NET ASSET REPORT:

In the previous Board meeting, the Board requested a clear and easy to read version of the net asset report. Ms. Christianson went over the given Preliminary ADRC Net Asset report and demonstrated the simpler format and how it was applied.

Ms. Christianson reviewed the categories of Net Assets and their definitions. She discussed the ADRC Board Net Asset Policy requiring 25% of the current operating budget be a

target level of funds within the Unrestricted: Unassigned category that is used as working capital for normal operations.

Ms. Christianson reviewed the Unrestricted: Committed funds. ADRC management was able to evaluate the ADRC buildings for updates and upcoming required maintenance projects and shared a Budget Transfer Request that would commit the additional Unrestricted: Unassigned funds for the needed projects. The desired outcomes for those funds include replacing HVAC units, replace the roof for 331 S. Adams St. building, replace boiler, put money aside for potential addition of consumer parking, storage building, energy efficient lighting updates, accessible front door replacement, and the continuation of the Modernization project. Ms. Rasmussen recommended cleaning air ducts; this would be included in the regular maintenance budget.

Ms. Christianson also reviewed the Net Asset Policy as it is applied to returning Brown County Levy to the General Fund. The policy directs the ADRC to return 50% of additions to the ADRC Net Assets each calendar year. The Net Asset Report for 2014 demonstrates the ADRC drew \$159,849 from Net Assets beyond its 2014 budget and will have no additions to Net Assets, hence there will be no funds to returned.

Ms. Rasmussen/ Mr. Epstein moved to approve the budget transfer request from Unrestricted: Unassigned to Unrestricted: Committed net assets in the amount of \$755,040 in the categories listed. **MOTION CARRIED.**

D. EXECUTIVE AND FINANCE COMMITTEE- INVESTMENT POLICY DEVELOPMENT:

In continued discussion of the Unrestricted: Unassigned Net Asset Policy, the report, as currently outlined, demonstrates the ADRC will have \$371,816 beyond the required 25% Net Asset Target. Mr. Epstein suggested that the ADRC identify Emergency Funds to be available for the unexpected such as major repair. Ms. Relich agreed and recommended that we consider an investment strategy of this Emergency Fund. Ms. Christianson responded that the ADRC will explore investment options by consulting with investment professionals and work with the Executive and Finance ADRC Subcommittee before moving forward with any action. If the Board moves forward with this, the Emergency Fund would be moved to Unrestricted: Assigned.

Mr. Rucker expressed the concern that having investments might look like a revenue source and therefore reduce other funding the ADRC currently receives. Ms. Christianson assured the Board that these funds are currently being used in case of an emergency and would continue to serve the same purpose. The board suggested the descriptor of the funds within our Net Asset Report would be best reflected as Emergency Funds: Invested. The Board requested an investment plan after reviewing with investment specialist.

Ms. Hickey/ Ms. Rasmussen moved to assign the \$371,816 available for assignment for Emergency Funds: Invested **MOTION CARRIED.**

Ms. Rasmussen/Ms. Relich moved to approve the 2014 Net Asset Report following the adjustments. **MOTION CARRIED.**

STAFF REPORT: LAURIE ROPSON- QUALITY AND OUTREACH COORDINATOR:

Ms. Ropson reviewed the 2014 Annual Report highlighting the importance of the different programs and Services the ADRC offers. In 2014, there were multiple surveys given to consumers regarding the ADRC, homebound meals, and prevention classes. The highlights of the surveys were that 95% of people would recommend the ADRC, 93% of consumers felt that Homebound Meals helped them stay in their home, and 97% of consumers felt that taking a Stepping On prevention class helped them avoid a fall incident and continue exercises at home. The partnerships and collaborations with the community

have greatly increased in 2014 making it possible to offer many more programs for different populations of Brown County.

DIRECTOR'S REPORT:

A. UPDATE ON ENROLLEMENT COUNSELING:

The ADRC is currently on an eight month journey to enroll everyone currently receiving Brown County Waiver (COP/CIP) onto Family Care and IRIS. Every month there has to be 218 consumers enrolled and 872 consumers enrolled by the 1st of July. At the end of the eight months, or October 1st, the ADRC is required to enroll a total of 1, 538 consumers. As of March 25, the total amount of people enrolled was 187. To help reach our goal there are currently 100 office visits scheduled and e group presentations are scheduled that allow as many people as possible to enroll at once. In March, there were a small team of Information and Assistance Specialist taking on enrollment counseling, but in April all Information and Assistance Specialist will be assigned groups of people to enroll. Ms. Relich suggested asking for consumers email and using that as a way to schedule appointments.

Discussion came up about what a huge decision this is for consumers. Consumers are transitioning with Long Term Care as well as receiving a new case manager in the new programs. They have often has a 20 year relationship with their current case manager and there is fear and uncertainty about the future. The ADRC's goal is to be an understanding, informative professional to smooth the transition for individuals who are struggling with making the change.

B. REVIEW MEETING WITH REPRESENTATIVE JOHN NYGREN:

Representative John Nygren and Robb Kahl will be visiting the ADRC on March 27, 2015. Ms. Christianson reviewed the outline of that day.

C. ADVOCACY EFFORTS:

Ms. Christianson reviewed the current advocacy efforts and thanked the Board for everything they have done. Supervisor Campbell suggested that everyone to contact their representatives so they are aware of everyone's views.

D. 3 YEAR AGING PLAN- PUBLIC INPUT SESSIONS:

Public Listening Sessions will be held in April in Denmark, Pulaski, and at the ADRC. The listening sessions will help the ADRC gather information from the community regarding aging issues. Tim Meyer, a retired UWGB professor with extensive experience in Marketing and Communications will help facilitate the sessions. Ms. Christianson invited and encouraged the Board to join and be a part of the listening sessions.

LEGISLATIVE UPDATES: None.

ANNOUNCEMENTS: Ms. Van Donsel reminded everyone that the MS walk will be on Sunday, April 19. The MS walk helps raise funds for MS research.

NEXT MEETING – The next meeting will be on April 24, 2015 at the ADRC.

ADJOURN: Ms. Relich/Ms. Robinson moved to adjourn the meeting. **MOTION CARRIED.** The meeting adjourned at 10:50 a.m.

Respectfully submitted,
Guadalupe Mercado, Office Assistant

PUBLIC SAFETY COMMUNICATIONS ADVISORY BOARD



Chief Eric Dunning – Ashwaubenon PubSaf
Chief Ron Towns – Denmark PD
Chief David Litton – Green Bay Metro FD
Chief Kurt Minten – Lawrence FD
Chief Tom Kajawa – UW-Green Bay PD

Sheriff John Gossage – BC Sheriff
Chief Jeff Roemer – DePere Fire/Rescue
Chief Tom Molitor – Green Bay PD
Chief Rich VanBoxtel – Oneida PD
Chief Perry Kingsbury – Wrightstown PD

Director Tom Madigan – County Rescue
Chief Derek Beiderwieden – DePere PD (Chair)
Chief Randy Bani – Hobart/Lawrence PD
Chief Mark Hendzel – Pulaski PD

The Brown County Public Safety Communications Advisory Board met on July 23, 2014 at 10:00 a.m.

Present: Derek Beiderwieden, Eric Dunning, John Gossage, David Litton, Kurt Minten, Jeff Roemer, John Rousseau, Larry Ullmer, and Rich VanBoxtel

Also Present: Cullen Peltier

Approval of the Agenda

Amend the agenda to add “Approval of the Minutes.” Motion made to approve agenda as amended. Motion seconded. Agenda approved as amended.

Approval of the Minutes

Motion made to approve the minutes from the meetings of April 23, 2014, January 22, 2014, October 23, 2013 and July 31, 2013. Motion seconded. Minutes approved as presented.

Unscheduled UPS Outage

Cullen distributed “UNSCHEDULED: 911 Data Center – UPS Problem” regarding the recent UPS outage at PSC.

Back-Up System Planning and Testing

A committee consisting of fire personnel is working on procedures to address the potential need to go to backup. Depending on the nature of the event causing the need for backup, several options are being discussed. Fail safe mode has predetermined channels and will automatically default to one designated channel. In the remote event of a complete system failure, the SIREN system is in place. The fire group is planning and testing the procedures and developing a PowerPoint for training. A subcommittee of law enforcement personnel should also develop a training plan. Cullen will set a date and time for a meeting and email to Chiefs; Chiefs can designate a committee representative to attend the meeting.

Radio Project Update

In the process of decommissioning the old equipment; no impact on operations.

Still waiting on the ISSI Gateway WISCOM system.

A network coupler will be installed at the UWGB Cofrin Building site. Installation may impact the Jail.

The Resch Center SWAT exercise revealed dead spots in the locker room. Don't know yet if it's a County or PMI issue.

2015 Budget

Radio project maintenance contracts have substantially increased PSC budget.

The new schedule has significantly decreased overtime compared to last year. However, openings are harder to fill with the new schedule.

Communications Center Update

PSC is down one full time position. Completing reference checks, then will be making an offer. Second round interviews have produced six candidates to reestablish the eligibility list, with 5 more applicants to interview. A couple of retirements may be coming up; will wait until down two employees before hiring.

Phone/CAD Upgrades

The RFP has been approved and will be out for 30 days. A Scoring Committee for the RFP will need to be established. Suggest representatives from the Advisory Board come up with the scoring team. Motion made to use the RFP development group (or a designee) as the RFP scoring group. Motion seconded. Motion passed unanimously.

Next Meeting

The next Advisory Board meeting is Wednesday, October 22nd, 10:00 a.m. in the PSC Training Classroom.